

ACT and Wisconsin Update Bulletin: Week of May 5, 2014

Included in this document are numerous updates and training announcements. **Please distribute to relevant staff within your school and district.** There is a great deal of information included in this announcement as the contract negotiations have progressed and are nearing completion. We appreciate your efforts to share this information widely.

ACT Aspire Training Now Available

The ACT Aspire Training Management System (TMS) is an online training module system that is now available and open to all Wisconsin schools and districts. TMS offers self-paced, short videos of all the key functionality components needed to successfully implement the Aspire program. These training modules can be accessed by computer, Smartphone or tablet. Please go to: [ACT Aspire Training Management System](#). Enter your email address and select "No Affiliate" to gain immediate access.

ACT Aspire Avocet

Avocet is a web based online indexing system where you will find ACT Aspire's Manuals, Test Directions, Data File Layouts, and many more ancillary materials. Avocet is a public facing website which requires no login and is easily accessible by computer, Smartphone or tablet. This website is being added to continuously, so please visit it often. Answers to most of your Aspire questions can be found by referring to this website: [ACT Aspire Avocet](#).

Online Training Announcement

Please distribute this online training announcement widely. Links to both the ACT Aspire Avocet site and the ACT Aspire Training Management System are included. [ACT Aspire Online Training Announcement](#)

August ACT Aspire Regional Trainings and Webinars

Wisconsin DPI and ACT Aspire are pleased to announce face-to-face regional training opportunities to be held in August 2014. Regional trainings will be held in: Milwaukee, Madison, La Crosse, Rice Lake, Wausau, and Oshkosh. Please note that the Milwaukee training is "by invitation only" and available for MPS, Kenosha, Racine, and Milwaukee and Racine Choice Schools. **Please see the document found at the end of this update bulletin for registration information.** Registration will be limited to two representatives from each high school. District Assessment Coordinators, School Technology Coordinators, and School Testing Coordinators are recommended as attendees. If you are unable to attend these sessions, similar training is available through the ACT Aspire Training Management System, [ACT Aspire Training Management System](#), and live and recorded webinars which will be held in August/September.

May/June Technology Readiness Webinars

ACT Aspire is hosting Online Testing Technology Readiness training the week of May 25th and June 1st, via Webinar for Wisconsin. The purpose of this training is to talk about the student online testing application and system requirements needs that your schools will need for a successful online training experience. The training is primarily geared to the person in the schools that will ensure the hardware and software is working and compatible with the ACT Aspire testing requirements. Each Webinar Training session will last approximately 30-45 minutes. **Please see the document found at the end of this update bulletin for registration links.**

The Technology Readiness Webinar Training will cover the following topics:

- SystemCheck For TestNav 8
- Hardware and Software Requirements
- Proctor Caching (User and Quick Guides)
- Chromebook Configuration Overview
- Infrastructure Trial Overview
- Technology Coordinator Checklist
- Java Updates
- Pop-Up Blockers
- Discuss disabling auto-launch applications on workstations running TestNav
- Verify that all school technology staff members have received user IDs and passwords with appropriate permissions from District Assessment Coordinators
- Acquaint the field with the TestNav 8 Overview and embedded tools features

 DPI ACT Webinar Announcement: ACT High School Assessments and WI Students with Disabilities

This webinar will provide an overview of the ACT high school assessments with a focus on accommodations, accessibility, and resources. Time for questions will be provided. Please note: This is an ENTRY LEVEL OVERVIEW presentation and designed for staff with limited familiarity with the ACT assessments.

When: Monday, May 19, 2014. 3:30 - 5:00 PM

Audience: School staff who provide instruction and support to High School students with disabilities (IEP, 504), i.e. Special Education teachers, school psychologists, guidance counselors, and related services staff.

Registration and access information for the teleconference:

https://docs.google.com/a/dpi.wi.gov/forms/d/1CSFrX1p0p_labxDr1pyqd-1c9KMxwJrSUcPVk0i0cA8/viewform

 ACT Wisconsin Website is Now Live

The Wisconsin ACT website is now live but is still in development. Please visit often. More information will be added as it becomes available! [Wisconsin ACT State Testing](#)

 DPI Office of Student Assessment Webpage is Now Live: <http://oea.dpi.wi.gov/assessment/ACT>

 ACT/ACT WorkKeys 2014-15 Manuals will be released during summer 2014.

 ACT/ACT WorkKeys Training Dates: Specific dates for ACT and ACT WorkKeys trainings will occur in the 2014-15 school year. Please use this initial information for planning purposes.

- ACT Preview Webinar (Superintendents, Principals)
 - September 16 (tentative)
- Test Accommodations Coordinator Webcast
 - September/October
- Accommodations Q&A with ACT
 - October
- Test Administration Training Webcast
 - November (recorded and posted)
- Test Administration Q&A
 - December 10 (tentative)
 - January 20 (tentative)

 **For questions related to the ACT High School Assessments please contact:**

- ACT/WorkKeys State Testing Administration Customer Service
 - 800.553.6244 x2800 – standard time questions
 - 800.553.6244 x1788 – accommodations questions
 - Email - <http://www.act.org/aap/state/contact.html>

- ACT Aspire Early High School Customer Support
 - 888-802-7502
 - ACTAspire_Implementation@ACTAspire.org

- Peggy Roush, College and Career Readiness Assessment Coordinator
DPI Office of Student Assessment
608-266-5187
margaret.roush@dpi.wi.gov

ACT Aspire will be providing ACT Aspire portal and technology readiness training to district and school personnel August 18th- 22nd. Please take a few minutes to register for ACT Aspire Training. This training will be approximately three and a half hours from 8:30am-noon OR 1:00pm-4:30pm at locations below. Additional details will be sent to registrants on specific location June 5th.

The training will cover various topics on how to administer the ACT Aspire test and how to prepare the technology for online testing. A recording will be available for later viewing. In addition, all materials covered can be found at: <http://actaspire.avocet.pearson.com/actaspire/>. Training videos are also available at <https://actaspire.tms.pearson.com/>, if you are unable to attend in person.

We recommend that all testing coordinators, technology coordinators and assessment coordinators participate in this training regardless of the mode of training. There will be limited seating at each location, so we ask that you choose two school level representatives to participate. This training will be recorded in case you are unable to attend.

Participants should bring their own laptop in case they would like to follow along with the trainer. Additional time will be provided to address questions. Wi-Fi will be provided at each location.

The Regional Training will cover the following topics:

- TestNav 8 Overview
- System Check For TestNav 8
- Proctor Caching
- Chromebook Configuration Overview
- Viewing / Selecting Organizations
- Uploading Student Data Files
- Updating Personal Needs Profile
- Creating Groups Guide
- Session Setup Process
- Adding and Removing Students From Test Sessions
- Adding Groups To Test Sessions
- Removing/Adding Students
- Printing PNP Info
- Adding Roles To Test Sessions
- Generate System ID For Paper
- Paper Shipment Tracking
- Printing Authorization Tickets
- Monitoring Test Sessions
- Reporting Irregularities
- Dashboard Lights
- Dashboard Widgets

IMPORTANT: Please [Click here to register](#) for the face to face training event. All registrations must be received by May 15th for planning purposes.

8/18 La Crosse
8/19 Rice Lake
8/20 Wausau

8/21 Oshkosh
8/22 Madison

If you have any questions please contact:

ACT Aspire
ACT Aspire Early High School Customer Support
[888-802-7502](tel:888-802-7502)
ACTAspire_Implementation@ACTAspire.org

In preparation for the Fall Online testing with ACT Aspire Early High School 9th grade assessment, we will be offering a webinar that covers how to prepare for online testing. This webinar will be a high level introduction to TestNav preparations. It will cover the following topics that may be of interest to your district technology coordinators:

- System Check For TestNav 8
- Hardware and Software Requirements
- Proctor Caching (User and Quick Guides)
- Chromebook Configuration Overview
- Infrastructure Trial Overview
- Technology Coordinator Checklist
- Java Updates
- Pop-Up Blockers
- Discuss disabling auto-launch applications on workstations running TestNav
- Set firewall and content filter permissions to allow all Pearson domains

This webinar will be offered four times over a two-week period to allow for anyone to attend. In addition, we will be recording the webinar and posting to the ACT Aspire website. Each session will require registration. We will be using WebEx with computer audio to allow for the maximum number of participants. We recommend that if people want to attend from the same building they share the WebEx session. Below you will find links to sign up for only one of the sessions:

[May 27th, 3:30pm Webinar Registration](#)

[May 29th, 3:30pm Webinar Registration](#)

[June 3rd, 3:30pm Webinar Registration](#)

[June 5th, 3:30pm Webinar Registration](#)

If you have any questions or concerns, please do not hesitate to contact us at:

ACT Aspire Early High School Customer Support

888-802-7502

ACTAspire_Implementation@ACTAspire.org

or

Peggy Roush

College and Career Readiness Assessment Coordinator

Wisconsin Department of Public Instruction

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